

**Castle Valley Fire Protection District
Castle Valley Fire Commission**

**JULY MEETING NOTICE AND AGENDA
Thursday, July 16, 2015 7:00 pm
Fire Station 2, Town Lot 2, Castle Valley, Utah**

REGULAR MEETING AGENDA

Call to order

-Approval of Minutes

-Public Comment

-Fire Chief's Report: Ron Drake

-Treasurer's Report: Bob Russell

--Financial accounting update (ongoing)

--Discussion and possible action on policies/procedures for department/district purchasing, accounting, reporting and record-keeping (ongoing)

--Discussion and possible action on budget approval process, amendments, and reporting (ongoing)

-State/County/Town Hazard Mitigation Planning update: Jazmine Duncan/Bob Russell

-Emergency Medical Responder Report: Bob Russell

-Firewise update: Completion of Community Fire Plan; CV crew work and budget (FFSL): Bob Lippman

-Discussion and possible action on formally appointing a Chief Administrative Officer and/or A Chief Administrative Designee : Leta Vaughn

-Discussion and possible action of recent board training on new meeting requirements and financial requirements. Creating a written records retention policy. Creating a policy for GRAMA requests: Leta Vaughn and Bob Russell

-Discussion and possible action on certification of new tax rate: Bob Russell

-Discussion and possible action creating a mission statement: Bob Russell

-Discussion and possible action on long term planning, fire dept. needs, priorities, vision and policies: development of standard operating guidelines, policies and procedures

-Discussion and possible action on creating a community project with publicity and inclusion of some non-fire department people on a committee to replace engine 33

-Special topics for Closed Session (if necessary): personnel matters, award & recognition program, etc.

Adjourn

Leta Vaughn, CVFPA Secretary, June 25, 2015